



**Providing Excellence in Education and Care Since 1985**

18 Grafton Street Shrewsbury, MA 01545  
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\*Welcome, please review the below guidelines carefully to help prevent traffic and keep our busy parking lot safe. \*

Each class will have their own designated drop off location and time. Teachers will be on the porch for 10 minutes starting at your drop-off time. At pick up, teachers will be on the porch for 10 minutes before your class time ends. Please see below for your child's class times.

Room Number and Program	Drop Off Time	Pick Up Time	Location
Room 6: Toddler Half Day	8:00-8:10	11:50-12:00	Yellow Door
Room 1: 3 Year Old Half Day	8:00-8:10	11:50-12:00	Purple Door
Room 3: 4 Year Old Half Day	8:15-8:25	12:05-12:15	Purple Door
Room 2: Toddler Full Day	8:20-8:30	2:10-2:20	Front Porch
Room 8: Pre-K/Enrich Half Day	8:30-8:40	12:20-12:30	Green Door Ramp
Room 4: 4 Year Old Full Day-M	8:30-8:40	2:20-2:30	Purple Door
Room 8: Pre-K/Enrich Full Day	Pick Up 2:20-2:30		Green Door Ramp
Room 7: 3 Year Old Full Day	8:40-8:50	2:30-2:40	Front Porch
Room 9: 4 Year Old Full Day-C	8:40-8:50	2:30-2:40	Orange Door
Room 5: Kindergarten	8:50-9:00	2:40-2:50	Front Porch

**Running Late?** Please park your car in a parking spot (not in the Cone Zone)

Late at Drop Off Time: go to the **PURPLE** door and escort your child to class.

Late at Pick Up Time: go to the extended day room (**BLUE** door preschool/**Purple** door toddlers) please let us know you will be late so we can inform your child .

\* Office staff cannot escort late children to class as this leaves the office unattended.

**As a courtesy to other families and teachers and for safety in our parking lot:**

- **No cell phone use** in the parking lot/building during pick up/drop off
- All children **must** be in a federally approved child passenger restraint during pick up and drop off.
- The speed limit is 5 MPH